

CA-PMM

Project Name: DORIIS

OCIO Project #: 3480-39

Department: Dept. of Conservation, Division of Recycling

Revision Date: _____

Status Report

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Status Report – Project Manager to Sponsor

Current Status Report

Questions	Yes/No	Cause	Impact	Action Required
1. Were recent milestones completed on schedule?	Yes			
2. Were any key milestones or deliverables rescheduled?	Yes	Phase 1 Acceptance	None if completed in June	Revised date to allow time for completion
3. Was work done that was not planned?	No			
4. Were there any changes to scope?	No			
5. Were tasks added that were not originally estimated?	No			
6. Were any tasks or milestones removed?	No			
7. Were any scheduled tasks not started?	Yes	Resource constraints	Potential delay to the start of Phase 2	Assign different and additional resources to assist in completing open interfaces
8. Are there any new major issues?	No			
9. Are there any staffing problems?	Yes	Lack enough skilled resources for Selective interface	This interface has been significantly delayed	Assign different and additional resources to assist in completing open interfaces

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Look Ahead View

Questions	Yes/No	Impact	Action Required
1. Will upcoming critical path milestones or deliverables be delayed?	No	Based on current schedule	
2. Do any key milestones or deliverables need to be rescheduled?	No	Based on current schedule	
3. Is there any unplanned work that needs to be done?	No		
4. Are there any expected or recommended changes to scope?	Yes	Vendor resources will need to be augmented	Waiting for SPR approval
5. Are there any tasks not originally estimated that will need to be added?	No		
6. Are there any tasks or milestones that should be removed from the plan?	No		
7. Are there any scheduled tasks whose start will likely be delayed?	No		
8. Are any major new issues foreseeable?	No		
9. Are any staffing problems anticipated?	No		

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Current Status and Accomplishments:

*Describe deliverables completed and milestones met during **this reporting period**.*

Systems Design and Application Modification and Upgrade Procedures were approved

Project Milestones:

List key milestones and their dates from the project schedule.

Milestone	Target Date	Forecast Date	Status	Cause & Impact to Implementation Date	Date Completed
Phase I Acceptance	5/29/09	6/19/09	Delayed	Delay in interface completion	
Phase 2 Kick-off	6/2/09	6/22/09			
Complete Stage 1 (Phase 2)	8/4/09	8/4/09			

Variances

Check the appropriate box for each project element listed below. Please describe the actions you plan to take for those items marked "Caution" or "Significant Variance".

	On Plan <5%	Caution 5-10%	Significant Variance >10%	Action Required
Schedule			X	SPR submitted to reset schedule time frame
Milestones			X	SPR submitted to rest schedule and milestone time frames
Deliverables			X	Only Final Acceptance remains for Phase I
Resources	X			
OneTime Cost		X		DTS Hardware and Installation costs were higher than estimated
Continuing Cost		X		DTS ongoing support costs have not yet been confirmed

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Status Reports – Sponsor to Steering Committee

Summary Milestones and Highlights

Project Milestones: <i>List key milestones and their dates from the project schedule. Explain in issues section if a milestone's status is behind.</i>					
Milestone	Target Date	Forecast Date	Status	If Delayed, Impact to Implementation Date	Date Completed
Phase I Acceptance	5/29/09	6/19/09	Delayed	Delay in interface completion	
Phase 2 Kick-off	6/2/09	6/22/09			
Complete Stage 1 (Phase 2)	8/4/09	8/4/09			

Variances Check the appropriate box for each project element listed below. Please describe the actions you plan to take for those items marked "Caution" or "Significant Variance". <i>* Priority of schedule, scope, budget, and quality from Final Ranking established in the Priority Analysis</i>				
	On Plan <5%	Caution 5-10%	Significant Variance >10%	Action Required
Schedule			X	SPR submitted to reset schedule time frame
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Monitoring Vital Signs Scorecard

Vital Sign	Variance	Value	Your Score
1. Customer Buy-In	High Degree of Buy-In	0	0
	Medium Degree of Buy-In	1	
	Low Degree of Buy-In	2	
2. Technology Viability	Strong Viability	0	0
	Medium Viability	1	
	Weak Viability	2	
3. Status of the Critical Path (delay)	<5%	0	2
	5% to 10%	1	
	>10%	2	
4. Cost-to-Date vs. Estimated Cost-to-Date (higher)	<5%	0	1
	5% to 10%	1	
	>10%	2	
5. High-Probability, High-Impact Risks	0 to 3	0	1
	4 to 6	1	
	>6	2	
6. Unresolved Issues (on time resolution)	On time	0	1
	Late with no impact	1	
	Late impacting the critical path	2	
7. Sponsorship Commitment	Fully engaged	0	0
	Partially engaged	1	
	Inadequate enagement	2	
8. Strategy Alignment	Strong alignment	0	0
	Partial alignment	1	
	Weak or no alignment	2	
9. Value-to-Business	Strong	0	0
	Medium	1	
	Weak	2	

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10. Vendor Viability (provide rationale for the rating in the field following the scorecard)	Strong	0	0
	Medium	1	
	Weak	2	
11. Milestone Hit Rate (rate of achievement as planned)	>90% on time	0	2
	80-90% on time	1	
	<80% on time	2	
12. Deliverable Hit Rate (rate of production as planned)	>90% on time	0	2
	80-90% on time	1	
	<80% on time	2	
13. Actual vs. Planned Resources	>90% assigned and available	0	1
	80-90% assigned and available	1	
	<80% assigned and available	2	
14. Overtime Utilization (% of effort that is overtime)	<15%	0	0
	15-25%	1	
	>25%	2	
15. Team Effectiveness	Highly Effective	0	0
	Moderately Effective	1	
	Ineffective	2	
Total			10

Green = 0 - 8

Yellow = 9 - 19

Red = 20+

Vendor Viability Rating Rationale

The vendor has restructured the project team with new team members to participate in Production Support and Phase 2/3 activities.